



TOWN OF HOPKINTON, NEW HAMPSHIRE

POLICY REGARDING APPROPRIATION AND EXPENDITURES TO AND FROM THE GENERAL ASSISTANCE EXPENDABLE MAINTENANCE TRUST FUND **POLICY NO. 27**

It is the intent of this Policy to provide guidance to the Human Service Director and future Board of Selectmen as to the preferred appropriation and expenditure of funds to and from the General Assistance Expendable Maintenance Trust Fund.

1. When developing the annual budget the town should commit a historically appropriate level of funding in order to provide assistance and support to individual or family basic maintenance needs as determined by the General Assistance Director.
2. An annual appropriation to the Trust Fund should be sufficient to provide for the accumulation of funds, not to exceed the total amount appropriated to the General Assistance Budget, but adequate to cover any emergency expenditure beyond that appropriated to the Annual Budget.
Any Board may, on a yearly basis, increase the total accumulated funds held within the Trust Fund and should so designate the new threshold by formal vote.
3. During the course of the year expenditures for General Assistance shall first be drawn from the Town's Annual Budget and, if exhausted, shall be drawn from the Trust Fund in order to complete the year's necessary general assistance expenditures.
4. Whenever the Trust Fund has utilized funds, at whatever level, during the course of the year, the Board should appropriate sufficient funds to meet minimum level of funding in the Trust Fund or the new threshold approved by the Board.

Signed by:

Celeste Hemingson, Chairman
Donald Lane
Lloyd Holmes
Board of Selectmen

Adopted: January 12, 2004